



EXA/  
Deputy Director  
for Administration

DDA 86-1742  
14 October 1986

NOTE FOR: Deputy Assistant Director for  
Policy and Plans/OF  
Director, Management Service  
Group/OD&E  
Chief, Africa Support  
Administrative Law Division/OGC

SUBJECT: CEAF Meeting - 7 November 1986

1. It has been quite some time since the CEAF members and advisors met--three of us are new participants. We need to discuss the current financial status as well as any organizational or procedural changes which might be needed.

2. I have reserved the DDA Conference Room, 7D32 Headquarters, from 10:00 AM - 12:00 PM on Friday, 7 November, for a CEAF meeting. I hope that you can fit this into your schedule.



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